

DTG 51

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

New Headquarters Building Occupancy Dates



FROM:

C/NBPO/OL  
1J45 HQ

EXTENSION

NO.

OL 2032-87

DATE

26 Mar 87

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/OL

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already done

2.

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3.

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DC-OL-ISC

5. Mary Jo - file

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FORM  
1-79

610

USE PREVIOUS  
EDITIONS

GPO : 1983 O - 411-632

26 March 1987

MEMORANDUM FOR: Director of Logistics

FROM: 

Chief, New Building Project Office, OL

SUBJECT: New Headquarters Building Occupancy Dates

REFERENCES: A. OL 2030-87, 20 Mar 87  
 B. OL 2026-86, 18 Jul 86  
 C. Routing Sheet for D/OL fm C/NBPO, dtd 15 Sep 86

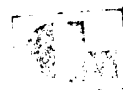
1. In July 1986, you provided the DDA (via reference B) Beneficial Occupancy Dates (BOD) for the New Headquarters Building (NHB). They were 1 September 1987 for the Computer Areas and North Tower and 30 October 1987 for the South Tower. On 15 September 1987, I reaffirmed (via reference C) the September and October 1987 BODs. Also on 15 September 1987, I indicated that we hope to provide the Office of Information Technology (OIT) access to critical areas in the NHB prior to the respective BODs so that they can begin to pull wire and install equipment.

2. In recent months, we have focused on the impact of NHB completion dates on the move of the Office of Imagery Analysis (OIA) into the Original Headquarters Building. As we understand it, occupancy of the NHB must commence as currently scheduled in January 1988 to meet the deadline for relocation of OIA. In this regard, we have increased our pressure on the General Services Administration Project Manager, Mr. Carlucci, to accelerate completion of the Computer Areas and to provide more accurate estimates for North and South Tower BODs. We advised Mr. Carlucci that we would pass his dates to OIT, who would schedule the work of its contractors and the delivery of equipment around those dates. Also, we emphasized that once OIT plans critical events around those dates, any failure of CENTEX to meet the dates will have dire consequences. These efforts have culminated in agreement between Mr. Carlucci and NBPO on the following BODs which should be used internally within the Agency to plan NHB-related activities :

Computer Areas	1 September 1987
North Tower	1 September 1987
South Tower	30 December 1987

3. You will note that we have not changed our earlier estimates with respect to BODs for the Computer Areas and the North Tower. We will provide OIT access earlier than September to portions of the Computer Areas, the North Building-to-Building (B/B) communications room, and the North Tower telephone closets. We hope this will enable OIT to provide full services in the North Tower before the first component, the Office of

OL 2032-87



Scientific and Weapons Research (OSWR), relocates in January 1988. In reference A, we provided OIT with dates they can use to schedule their work in the North B/B room, Computer Areas, and the North Tower. We will provide them with similar dates for the South Tower.

4. Please note that the BOD for the South Tower has slipped two months to 30 December 1987. The Facilities Management Division (FMD), OL, does not plan to move anyone into the South Tower until May 1988. Therefore, we do not view this two-month slip as a problem vis-as-vis relocation planning. Nonetheless, we will continue to press for completion of the entire NHB as soon as possible.

5. The above dates represent our best estimates at this time. We emphasize that if we are to relocate OSWR in January 1988, much must go right and little can go wrong. Mr. Carlucci and CENTEX must accelerate some of their work; NBPO must accomplish, in a timely manner, some work in the Computer Areas with an outside contractor; and OIT must advance its schedule to provide full services in the North Tower. In addition, the Office of Security must provide additional escort resources and install locks and alarms to assure adequate physical security in early-access areas. NBPO will continue to press for completion dates necessary to enable FMD to meet its relocation schedule. If we conclude at some point that we cannot meet the required BODs, we will advise you and the affected components as soon as possible.

STAT



Attachments

20 March 1987

MEMORANDUM FOR: Acting Chief, NSEG/OIT  
Chief, ESG/OIT

STAT FROM:   
Chief, New Building Project Office, OL

SUBJECT: NHB Facility Requirements

REFERENCE: A: NBCPD-013-87 dtd 27 Feb 1987  
B: OIT-0753-86 dtd 29 Aug 1986  
C: Memo for D/OIT fm D/OL dtd 5 June 1986

1. Additional utility services for the B/B and computer rooms will be provided per references.

2. We plan to have the North B/B room available for you to pull cables or perform other preliminary work by 17 April. We hope to have interim cooling and power in place and operational by 15 May 1987. Power Distribution Modules with uninterruptible power and air handlers should be in place and operational by 30 June 1987. Uninterruptible chilled water, which originates in the South Tower, will not be available until 15 November 1987.

3. The first floor computer area will be available on 1 May 1987 for you to pull cables and/or perform other preliminary work. Power and air conditioning is scheduled to be available by 1 July 1987. By 1 September 1987, the first, second, and third floor computer centers will be complete including UPS power and chilled water service. To ensure that completion of your areas is not delayed, you should contact Facilities Management Division, OL, as soon as possible regarding reference C, Category II requirements.

3. In addition to the dates discussed above, for planning purposes, we project the following dates for the North Tower. Similar dates will be provided later for the South Tower.

North Tower Phone Closets Available	7/01/87
North Tower Available for Local Cable Pulls	9/01/87
Initial Tenant Move-in (North Tower)	1/1/88

4. The first occupant of the New Headquarters Building, OSWR, is scheduled to move into the third, fourth, and fifth floors of the North Tower in January 1988. The OSWR move is the first of a complex chain of

OL 2030-87

moves required to carry out relocations directed by Agency senior managers. As I understand it, there is a commitment to move the Office of Imagery Analysis out of NPIC by March 1989. That deadline cannot be met if OL cannot begin to move components into the North Tower in January 1988. When the first occupants move in, the areas must be totally complete from a facility and data standpoint. That is, they must have the same services that they now have in the original Headquarters Building.

5. Therefore, we all must ensure that our schedules work toward occupancy of the North Tower with full services beginning in early January 1988.

STAT



18 JUL 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray  
Director of Logistics

SUBJECT: New Building Occupancy Dates

3a

B

REFERENCE

1. The original General Services Administration (GSA) contract documents for the New Headquarters Building specified that the Agency would occupy the New Building in three phases. The Core (computer area) was to be available in January 1987, the North Tower in March 1987, and the South Tower in July 1987. At the present time, GSA is negotiating with the prime contractor to ascertain the dollar and time impact of a number of claims the contractor has against the government. These claims request extensions of completion dates due to steel erection problems, flooding of the steel supplier's plant in Bristol, Virginia, and the many changes required by the refitup process. It was hoped that these negotiations would have been concluded in June 1986, at which time new official, contractually binding occupancy dates would be announced. GSA has advised the New Building Project Office (NBPO) that the negotiations are extremely complex and have reached an apparent impasse. The main issue centers around the prime contractor's contention that he be allowed to claim further unspecified extensions of time in the future, based on change orders which are negotiated on a cost-only basis. GSA's position is that each change must be fully negotiated as to cost and time impact and will not allow what, in effect, are consequential time damages.

2. Realizing that contractually binding completion dates might not be finalized for some time, NBPO has attempted to establish reasonable completion dates based on ongoing negotiations and an analysis of the present status of construction. These reasonable completion dates, although not official, are necessary to allow all components involved in the New Building effort to effectively replan their activities. The tentative revised completion dates proposed by NBPO are as follows:

Core (computer area)	1 September 1987 (8-month slippage)
North Tower	1 September 1987 (6-month slippage)
South Tower	30 October 1987 (3-month slippage)

The above dates will be adjusted, if necessary, once the outcome of negotiations is known.



ADMINISTRATIVE - INTERNAL USE ONLY

SUBJECT: New Building Occupancy Dates

3. The impact of these tentative slippages has not yet been fully analyzed. The most obvious impact would be on planning by the Office of Logistics for component moves into the New Headquarters Building and renovations within the Old Headquarters Building. These, in turn, would be affected by OIT planning for computer and communications installations. A meeting is scheduled with OIT for 22 July to discuss the possible impact on their activities by the slippages outlined above.

4. Based on the need to have reasonable planning dates, it is proposed that the dates outlined in paragraph 2 become the dates that are used internally within the Agency to plan for New Building activities. GSA has asked that the planning dates we use not become general knowledge so as not to prejudice their ongoing negotiations.

/s/

John M. Ray

SUBJECT: New Building Occupancy Dates

STATOL/NBPO/ [REDACTED] (17 July 1986)  
Retyped:mgk (17 July 1986)

Distribution:

Orig & 1 - Addressee  
1 - OL Files  
1 - NBPO Official  
1 - NBPO Chrono  
1 - C/FMD  
1 - C/RECD

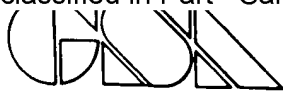


## ROUTING AND RECORD SHEET

SUBJECT: (Optional) <i>Completion Dates for New Headquarters Building</i>				
FROM:		EXTENSION		NO.
STAT <i>C/NBAO</i>		DATE		<i>9/15/86</i>
TO: (Officer designation, room number, and building)		DATE		COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
		RECEIVED	FORWARDED	
1.	<i>D/O L</i>			<i>John,</i>
2.				<i>Attached is a memo</i>
3.				<i>from the GSA Project Mgr</i>
4.				<i>re NHB completion dates.</i>
5.				<i>It tracks well with the</i>
6.				<i>Sep/Oct dates we have</i>
7.				<i>been using and indicates</i>
8.				<i>that we should be able</i>
9.				<i>to get some of the OIT</i>
10.				<i>wiring/equp in early.</i>
11.				<i>I'll continue to track</i>
12.				<i>these dates closely and</i>
13.				<i>will keep you informed.</i>
14.				<i>I will assume you, rather</i>
15.				<i>than I, will keep the</i>
16.				<i>DDA informed.</i>
17.				<i>7</i>

3a

REFERENCE



General National  
Se es Capital  
Administration Region Washington, DC 20407

September 12, 1986

Arthur J. Carlucci, Project Manager

Project Schedule and Milestone Completion Dates - Status  
Report

STAT

Chief, NBPO

Pursuant to your request of September 11, 1986, we will provide your office with a monthly status report of progress on the new building.

The status report will be based on the updated schedule that the contractor and the critical path method (CPM) consultant prepare and submit to this office once each month. The updated schedule is received in this office around the end of the month and shows the progress/status of thousands of individual activities (tasks of short duration, 15 to 20 days). The updated schedule also summarizes the contractor's current progress with respect to the project schedule and forecasts a completion date for the project, based on the scheduled time to complete the remaining activities on the critical path.

We will summarize the updated schedule for you and present the "forecast" to you in our report.

The purpose of the updated schedule, as you know, is to see where the project stands at a given time and to make certain adjustments to the existing schedule to make up for any lag in progress that shows up or to accept, and reflect in the schedule, certain things that happen, that cannot be overcome.

As of this date, the flooding of the steel fabricator's plant and the problem of the approval of the steel shop drawings are the only items that have been accepted by the Government and have now impacted the original contract scheduled completion dates.

This impact shows up on the "August" schedule update and forecasts the following:

1. The new "overall" project completion date is now established as September 9, 1987. This represents an extension of 36 calendar days (flood impact days) to the original completion date of August 4, 1986.

MEMO TO RON PHILLIPS  
September 12, 1986  
Page 2

The "August updated schedule forecasts that the overall project completion date is November 25, 1987, or 55 days late.

2. The new completion date for the headquarters (south tower) building is now established as September 9, 1987. This represents an extension of 70 calendar days added to the original date of July 1, 1987.

The "August" updated schedule forecasts that the south tower completion date is November 6, 1987, or 42 days late.

3. The new completion date for the north tower is now established as May 31, 1987. This represents an extension of 90 calendar days added to the original date of March 1, 1987.

The "August" updated schedule forecasts that the north tower completion is August 13, 1987, or 53 days late.

4. The new completion date for the computer space is now established as March 31, 1987. This represents an extension of 90 calendar days added to the original date of December 31, 1986.

The "August" updated schedule forecasts that the computer space completion is May 18, 1987, or 34 days late.

All of the above newly established completion dates are based on the recent time extension that was granted the contractor due to the "flooding" and the shop drawing "approval" issues.

The "August" updated schedule forecasts are simply that (a forecast) and indicate to the project managers that the job needs more workers, or extended work hours, more equipment and/or logic changes/revisions to the CPM schedule.

AJC:pb